

# **BOARD OF CORRECTION**

"Protecting Idaho through Safety, Accountability, Partnerships And Opportunities for Offender Change"

Robin Sandy Chair Jay Nielsen Vice-Chair JR Van Tassel Secretary

# **Board of Correction Meeting Minutes**

February 4, 2011 – 7:30 a.m. – 4:00 p.m. MT Idaho Department of Correction 1299 N. Orchard St., Suite 110, Boise, ID 83706

#### **Members Present:**

Robin Sandy, Chair J.R. Van Tassel, Secretary Jay Nielsen, Vice-Chair

Comprising a quorum of Board of Correction (Board)

#### Others Present:

Brent Reinke, Director Kevin Kempf, Division Chief, Operations Paul Panther, Lead Deputy AG Teresa Jones, Administrative Support Manager See attached attendance list Debi Jessen, Administrative Assistant Tony Meatte, Division Chief, Management Services Terri Tomisser, Director, Human Resource Services

- I. Call to order
  - Chair Sandy called the meeting to order at 7:30 a.m.
- II. Approval of amended agenda

Vice-Chair Nielsen motioned to approve the amended agenda. Seconded by Secretary Van Tassel. Motion carried unanimously.

III. Recess

Vice-Chair Nielsen motioned to recess the meeting to travel to the Capitol. Seconded by Secretary Van Tassel. Motion carried unanimously. Meeting recessed at 7:36 a.m.

IV. Reconvene

Vice-Chair Nielsen motioned to reconvene the meeting. Seconded by Secretary Van Tassel. Motion carried unanimously. Meeting reconvened at 8:00 a.m.

- V. Joint Finance and Appropriations Committee Update (JFAC)
  - ❖ Board members and staff attended the Idaho Department of Correction's budget (Department) presentation before JFAC at the Idaho State Capitol building.
  - ❖ Board members also attended the budget presentation made by Cathy Holland-Smith, Budget and Policy Analysis Manager.
- VI. Recess

Vice-Chair Nielsen motioned to recess the meeting to travel to the Department's Central Office. Seconded by Secretary Van Tassel. Motion carried unanimously. Meeting recessed at 9:55 a.m.

#### VII. Reconvene

Vice-Chair Nielsen motioned to reconvene the meeting. Seconded by Secretary Van Tassel. Motion carried unanimously. Meeting reconvened at 10:10 a.m.

- VIII. Legislative team update
  - ❖ Teresa Jones provided an update on the proposed fees and increases that are being legislatively requested by the Department.
  - ❖ Jones updated the Board on the progress of the three bills making their way through the legislative process. S1029 Corrections Board, 1030 Correction Department Personnel System, and 1031 Correction Board Rehabilitation Services were introduced to the House floor for the first reading.
  - IX. Media update
    - ❖ Jeff Ray, Public Information Officer, provided a brief update.
  - X. Management Services update
    - Division Chief Tony Meatte provided information regarding staff furloughs.
    - Meatte provided offender housing forecast information for FY11 and projections for FY12.
    - Deputy Division Chief Pat Donaldson provided information on the status of the Department's contracts.

### XI. Recess

Vice-Chair Nielsen motioned to recess the meeting to travel to the Peace Officer Standards and Training Facility. Seconded by Secretary Van Tassel. Motion carried unanimously. Meeting recessed at 10:31 a.m.

XII. Reconvene

Vice-Chair Nielsen motioned to reconvene the meeting. Seconded by Secretary Van Tassel. Motion carried unanimously. Meeting reconvened at 10:55 a.m.

- XIII. Correctional Officer Academy #29 graduation
  - ❖ Board members attended the graduation ceremonies for the 29<sup>th</sup> Correctional Officer academy.
- XIV. Executive session

Secretary Van Tassel motioned to adjourn to executive session pursuant to Idaho Code, sections 67-2345(f) and 67-2345(1)(b), at 12:20 p.m. Roll call was taken. Motion carried unanimously.

- A. *I.C.* 67-2345(f) To communicate with legal counsel for the Idaho Department of Correction to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.
- B. *I.C.* 67-2345(1)(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.
- XV. Regular session

Vice-Chair Nielsen motioned to move out of executive session. Seconded by Secretary Van Tassel. Motion carried unanimously. Resumed regular session at 1:00 p.m.

# XVI. Operations Division update

- Chief Kempf updated the Board on the process of creating comprehensive statistics for the Bureau of Prisons. He also noted that all facilities are in the process of annual audits.
- Kempf stated that the Department is in the process of exploring a centralized purchasing program in an effort to reduce costs.
- The Correctional Alternative Placement Program at Pocatello Women's Correctional Center has been implemented.
- ❖ Kempf announced that the new Education Program Director will be Patrick Conner. He has recently been teaching at Bishop Kelly High School.
- ❖ A new Correctional Manager 3 position will oversee all community work centers in Idaho.
- Kempf stated that the Cost of Supervision (COS) funds are critically low. There are 8 positions being held open that are funded by COS.
- Currently all offenders are being entered into ILETS so law enforcement officers will be aware of citizens that may be on probation or parole.
- ❖ A Probation Officer academy is scheduled for February 14, 2011, through March 18, 2011.
- Discussion was held regarding offenders and/or families who post newspaper ads seeking pen pals.

#### XVII. Executive session

Secretary Van Tassel motioned to adjourn to executive session pursuant to Idaho Code, section 67-2345(1)(b), at 1:40 p.m. Roll call was taken. Motion carried unanimously.

*I.C.* 67-2345(1)(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.

### XVIII. Regular session

Vice-Chair Nielsen motioned to move out of executive session. Seconded by Secretary Van Tassel. Motion carried unanimously. Resumed regular session at 1:50 p.m.

### XIX. Director's report

- Director Reinke shared with member the inquiries that have been received from legislators during this session.
- Reinke updated the Board on legislation that has been drafted by the Idaho Criminal Justice Commission for sex offender management.
- Reinke requested feedback from the Board members regarding the budget presentation made to JFAC this morning.

# XX. Adjournment

Vice-Chair Nielsen motioned to adjourn the meeting. Seconded by Secretary Van Tassel. **Motion carried unanimously.** Meeting adjourned at 2:45 p.m.

Submitted by:	
Debi Jessen, Administrative Assistant	Date
Approved by:	

Robin Sandy, Chair	Date	_